

**POST TITLE:**

MCR Pathways Coordinator



**PERSON SPECIFICATION**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>English &amp; Maths GCSE grade C+ / Level 4+</li> </ul>	<ul style="list-style-type: none"> <li>Degree in relevant subject</li> </ul>
<b>Skills &amp; Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with young people</li> <li>Competent digital literacy including Google suite, social media and other digital platforms</li> <li>Experience or a knowledge of processes to document and evidence good practice and positive outcomes</li> <li>Awareness and understanding of the principles of safeguarding and child protection duties</li> <li>Excellent interpersonal, administrative, organisational report writing and presentation skills</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with care-experienced or vulnerable young people</li> <li>Knowledge of using Google Drive, and of creating/using spreadsheets</li> <li>Experience of school based systems such as Arbour or SIMS</li> <li>Experience of facilitating group sessions with young people and/or delivering training/information sessions to adults</li> <li>Experience of managing and/or positively supporting volunteers</li> <li>Experience of working in third sector</li> </ul>
<b>Abilities</b>	<ul style="list-style-type: none"> <li>Ability to present programme information &amp; deliver prepared training sessions to groups of adults</li> <li>Exceptional ability to build and develop meaningful relationships with young people aged 11-18 years, education colleagues, volunteer mentors and local employers</li> <li>Ability to work well on own initiative, as part of a team and on a flexible basis in response to young person &amp; organisational need ensuring both internal and external parties are consulted and informed on an ongoing basis</li> <li>Ability to respond positively to change and adapt to young people's varying needs</li> </ul>	<ul style="list-style-type: none"> <li>Ability to develop positive, productive relationships with school staff and parents/carers</li> </ul>
<b>Attitude &amp; Values</b>	<ul style="list-style-type: none"> <li>An understanding of the challenges and barriers that care-experienced and/or vulnerable young people may experience</li> <li>Passionate, enthusiastic, energetic and proactive approach</li> <li>Emotionally intelligent and resilient</li> <li>Young person consistently at the heart of professional values and practice</li> <li>Positive, solution-focused attitude</li> <li>Non-judgemental approach</li> <li>Role model for Motivation, Commitment &amp; Resilience.</li> </ul>	